

Wahpeton City Council
December 7, 2020
5:00 p.m.

Present: Lambrecht, Goltz, Wateland, Bohn, and McNary

Present Remotely: Carlson, Dale, Woods II, and Fobb

Absent: None

Also Present: Huwe, Hatting, Miranowski (remotely), Thorsteinson, Broadland (remotely), DeVries (remotely), Bakken (remotely), Amos, O'Meara, Damon DeVillers (remotely), and Bruce Weeda (remotely)

CALL TO ORDER

Meeting called to order by City Council President Wateland.

CONSENT AGENDA ITEMS (presented by the Mayor) –

Approval of minutes of regular meeting held November 16, 2020

Games of Chance Licenses, Site Authorizations & Special Permits:

St. John's Church – Raffle Permit

Fundraising for Nita Crawford – Raffle Permit

Richland County Pheasants, Inc. – Site Authorization

Bethel Lutheran Church – Raffle Permit

Presentation/Approval of Reports

Q3 2020 1% Restaurant Tax Report

ND White House Report COVID-19 Issue 24

Request for Comments – Downtown Streets Reconstruction Project

City Council President Wateland asked if there were any items to be removed from the consent agenda and there were none. **Motion by Goltz, seconded by McNary, to approve the Consent Agenda items as presented. Motion carried with all voting 'aye'.**

REPORTS FROM CITY OFFICERS AND STAFF

FINANCE DIRECTOR

2021 License Applications – Huwe said the Council Agenda materials include a listing of each of the 2021 city business license applicants. There are five Class A (on sale and off sale) liquor license applicants, two Class B (off sale only) applicants, four Class C-1 (restaurants), and no Class C-5 club/lodge licenses. There is a total of 11 liquor license applications received. The Vet's Club did not file for renewal and the seasonal golf course license application is typically submitted in March. Class 2 cabaret licenses allow general entertainment including music, karaoke, and trivia, and four of the liquor license applicants have also applied to renew Class 2 cabaret licenses. Additional licenses include waste removal, tobacco, amusement devices, house movers, 2nd hand goods dealer and taxi cab licenses. Auditor's Assistant Cheryl O'Meara has collected the information for each of the applicants that have been submitted for renewal. Additional verification of eligibility is still outstanding for several of the applicants, and several current license holders have not submitted renewal applications. If they choose to renew for 2021 the applications will be included on the December 21st Council agenda. Huwe requested a motion from the Council approving the 2021 business licenses contingent upon satisfaction of all licensing requirements by all applicants. **Motion by Bohn, seconded by Lambrecht, to approve the 2021 City Business Licenses contingent upon satisfaction of all licensing requirements by all applicants. Motion carried with all voting 'aye'.**

Summary of 2020 Tax Levies – Huwe explained the Richland County Auditor provides an abstract of all taxes that are levied upon residents in the City of Wahpeton, and typically these numbers are summarized and presented to the Council at the first meeting in December. In the City of Wahpeton, the property taxing

jurisdictions include the State of North Dakota, Richland County, the Wahpeton School District, Wahpeton Park Board and the City of Wahpeton. We also have a Vector Control District that overlays our City boundaries, but they have not levied taxes for several years. The total amount of dollars levied by the State/County, School District, City and Park Board is \$18,247,696, up \$603,180 or 3.4% from this year's \$17,644,516. Each political subdivision increased the dollars levied. The City has decreased the number of mills levied for 12 consecutive years. Wahpeton property owners will pay \$7,280,584 or 40% of all the taxes levied. The City of Wahpeton levied \$1,859,089 of the \$7,280,584 or 26% of the property taxes billed which are attributed to providing city services. The City of Wahpeton's overall tax rate is currently 365.03, a decrease from the previous levy of 365.61 mills. The percentage allocations for how much each taxing jurisdiction is responsible for on your property tax bill remained consistent, 26% is to provide municipal services, 27% is to provide State and County services, 10% provides public recreation/park services, and 37% is funding for public education. The summary includes trends from 2016-2020 reflecting a decrease in mills for City services from 109.26 mills in 2016 to 93.21 in 2020, a decrease of 15%. The value of a mill in the City increased from \$18,474.93 to \$19,945.17, an increase of 8%. The value of the mill is slightly higher than projected during budget and is reflected in the city's 2020 mill rate decrease from 95.33 to 93.21. Huwe requested a motion to acknowledge receipt of the 2020 Tax Levy Summary. **Motion by McNary, seconded by Bohn, to approve acknowledging receipt of the 2020 Tax Levy Summary. Motion carried with all voting 'aye'.**

Bois de Sioux Golf Club Cart Fleet Lease – request referral to the Finance Cmt. – Huwe said the Bois de Sioux Golf Club currently rents their fleet of carts through CapFirst Equipment Financing. The current agreement is scheduled to mature in 2021. The golf club has requested the City to enter into a new lease agreement for 2021-2025. All funds for the lease payments are reimbursed directly by the golf club. Huwe requested the CapFirst Equipment Finance Lease for the BDSGC be referred to the Finance Committee. City Council President Wateland will refer this item to the Finance, Economic Development & Personnel Committee.

Natural Gas Capacity Planning Update – request referral to the Finance Cmt. – Huwe said the City has been working on improving the natural gas supply to our area since 2016. In October of 2019, the City hired Dave Yexley, a consultant with ProSource Technologies, to identify alternatives to improving the natural gas supply in our area. A pipeline solution has been proposed and will result in several updates to the natural gas service in Wahpeton. Huwe requested Natural Gas Capacity Planning Update be referred to the Finance Committee. City Council President Wateland will refer this item to the Finance, Economic Development & Personnel Committee.

Huwe noted an item that is recurring on the Finance Committee agenda is an update on the negotiations on the land in Westdale 2nd addition subdivision.

COMMUNITY DEVELOPMENT DIRECTOR

Community Director Report – Bank of ND PACE Participation Request – request referral to Finance Cmt. – DeVries requested an application he received for a Bank of ND PACE Interest Buydown be referred to the Finance Committee. City Council President Wateland will refer this item to the Finance, Economic Development & Personnel Committee.

Housing Study Cost Share Request – DeVries explained there is a Cost Share request from the Wahpeton Community Development Corporation (WCDC) for the Housing Study Update. The cost estimate for updating the housing study was \$12,500 but would like up approval of up to \$13,000. The WCDC would be able to provide \$5,000, and have a developer that is interested in an updated study to move forward. **Motion by Bohn, seconded by Carlson, to approve up to \$8,000 from Sales Tax for Economic Development to participate with the Wahpeton Community Development Corporation in updating the Housing Study. Motion carried with a roll call vote of 8-0.**

Win Column – DeVries talked about ways he and Parks & Recreation Director Beyer have been working to provide Christmas cheer to local nursing homes and the community.

LIBRARY DIRECTOR

Library Report – Bakken reported sock donations continue to be received with approximately 650 pair donated so far. Due to the library’s technology infrastructure upgrade grant being installed December 14-17 they will not have computer services to check out items so no requests will be filled during that time. Staff will be working from home as they are able. Patrons are urged to stock up on reading material this week so they can have curbside delivery by Friday. Appointments are suspended until further notice. Kercher will still offer her virtual Facebook live story time on Tuesday at 10:00 a.m. Take and make Christmas craft kits are available December 21-23 while supplies last. The library will be holding a virtual Christmas Eve story time for children on their Facebook live page on December 24th at 7:00 p.m.

PUBLIC WORKS DIRECTOR

Public Works Director Report –

East Side Sanitary Sewer Phase B Project Bid Opening – request referral to PW Cmt. – City Council President Wateland will refer this item to the Public Works & Public Safety Committee.

Discussion held regarding some old Christmas decorations that were not currently displayed this year and the possibility of getting them up yet for the holidays.

REPORTS FROM THE CITY COUNCIL COMMITTEES & BOARDS

Finance, Personnel & Economic Development Committee Report

Lambrecht said the Finance, Personnel & Economic Development Committee met at 5:00 p.m. on November 23rd.

Activity Center Overview – motion to approve creation of a Mayor’s ad-hoc committee – Motion by Lambrecht, seconded by Carlson, to approve the creation of a Mayor’s Ad-Hoc Committee tasked with further research into the activity center concept presented. Motion carried with all voting ‘aye’.

Business Licensing Renewals Ch. 22 – motion to offer first reading of revised ordinances –

Council member Lambrecht offered the first reading of the following Ordinance:

ORDINANCE NO. 1021

AN ORDINANCE AMENDING CHAPTERS 22 AND 26 OF THE REVISED CODE OF ORDINANCES OF THE CITY OF WAHPETON

Public Works & Public Safety Committee Report

Bohn said the Public Works & Public Safety Committee met at 5:00 p.m. on November 24th.

Red River Communications Antennae Lease – motion to approve with amendments – Motion by Bohn, seconded by McNary, to approve amending the agreement as recommended and present to Red River Communications for commitment to the Antenna Lease. Motion carried with all voting ‘aye’.

Woodlawn Dr. Mill & Overlay Proj. ST20-257 BND Capital Infrastructure Loan – motion to accept – Motion by Bohn, seconded by McNary, to approve accepting loan funds from the Bank of ND Infrastructure Loan Fund for the Woodland Drive Mill & Overlay Project ST20-257. Motion carried with a roll call vote of 8-0.

Council member Bohn offered the following and moved its adoption:

RESOLUTION NO. 3763

RESOLUTION OF THE CITY OF WAHPETON RELATING TO THE ISSUANCE OF BONDS AND THE REIMBURSEMENT OF CERTAIN EXPENDITURES FOR STREET IMPROVEMENT DISTRICT (Mill & Overlay of Woodland Dr. from 17th Ave. N to 210 Bypass, Project No. ST20-257)

The motion for the adoption of the foregoing Resolution was duly seconded by Councilmember McNary. Motion carried with a roll call vote 8-0.

Council member Bohn offered the following and moved its adoption:

RESOLUTION NO. 3764
RESOLUTION RECEIVING AND APPROVING
ENGINEER'S REPORT STREET IMPROVEMENT DISTRICT
(Mill & Overlay of Woodland Dr. from 17th Ave. N to 210 Bypass,
Project No. ST20-257)

The motion for the adoption of the foregoing Resolution was duly seconded by Councilmember McNary. Motion carried with a roll call vote 8-0.

Council member Bohn offered the following and moved its adoption:

RESOLUTION NO. 3765
RESOLUTION DIRECTING PREPARATION FOR PLANS
AND SPECIFICATIONS AND ESTIMATE OF COSTS FOR IMPROVEMENT IN
STREET IMPROVEMENT DISTRICT
(Mill & Overlay of Woodland Dr. from 17th Ave. N to 210 Bypass,
Project No. ST20-257)

The motion for the adoption of the foregoing Resolution was duly seconded by Councilmember McNary. Motion carried with a roll call vote 8-0.

Stormwater Utility Fee Educational Materials – discussion

Yard Junk/Clutter Updates – discussion

Building Official Updates – discussion

Referrals

SCHEDULING OF COMMITTEE MEETINGS

The following Committee Meetings were then scheduled:

- a. Finance Committee December 14th, 5:00 PM
- b. Public Works Committee December 15th, 5:00 PM

Adjournment

Motion by Lambrecht, seconded by Goltz, to adjourn at 5:40 p.m. Motion carried.

City Council President Lane Wateland

Lynelle Amos, Finance Assistant